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Memorandum

TO: BATA Oversight Committee

DATE: July 6, 2011

FR: Deputy Executive Director

W. I. 1252

RE: Contract – Toll Facilities Maintenance Services: TBD

On May 31, 2011, staff issued a request for proposals (RFP) to provide toll facilities maintenance services for the state-owned toll bridges. Proposals for the RFP are due on June 30, 2011. Staff plans to evaluate responsive proposals and bring a recommendation directly to the Committee for action at the July 13th meeting.

Background

The purpose of the Toll Facilities Maintenance Services RFP is to secure the services of a contractor to provide maintenance services at toll facilities of the seven toll bridges in the Bay Area under the jurisdiction of BATA. Contractors considered for this project shall have the ability to perform mechanical, electrical, civil and general maintenance using their own staff or through subcontractors.

Over the last number of years, BATA has been installing and updating a number of toll collection and operations related systems at the toll plazas under a wide range of contractors. These systems include:

- Changeable message signs
- Fire suppression systems
- Roadside signage
- Heating and ventilation systems
- Surveillance cameras
- Delineators

At this time, BATA contracts with a number of different contractors to maintain the equipment and systems listed above.

This RFP is intended to consolidate those various BATA contracted services into a single project by selecting an independent Contractor to provide day-to-day and as-needed maintenance overseen by the Contractor's Facility Manager. Over the three year duration of the contract, BATA may request that additional related services be performed pursuant to a task order. Cost for any proposed additional work shall be negotiated between the Contractor and BATA on a fixed-price or time and materials basis. A total of \$4.5 million has been programmed in the Toll Bridge Rehabilitation Plan for this project at \$1.5 million a year.

The initial period of performance for this contract shall be three (3) years, from September 2011 (estimated date of contract execution) through September 2014. At BATA's sole option, the contract may be renewed for three (3) additional years, in increments of BATA's choosing, subject to annual budgetary approval processes of BATA.

Recommendation

An evaluation panel, which will include BATA and Caltrans staff, shall evaluate responsive proposals submitted. The evaluation criteria will be based on the following: 1) price, 2) proposed approach, 3) qualifications and experience of key staff, 4) qualifications and experience of the firm and its subcontractors, and 5) communication skills. Based upon the evaluation of all materials submitted, the panel will recommend the best proposal for providing the requested toll facility maintenance services to the Committee on July 13th.

Andrew B. Fremier

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REQUEST FOR COMMITTEE APPROVAL
Summary of Contract Amendment

Work Item No.:	1252
Vendor:	Tbd
	Location: tbd
Work Project Title:	Toll Facilities Maintenance Services
Purpose of Project:	Consolidate maintenance of all BATA-installed equipment within one contractor while minimizing the periods of downtime when equipment is not functioning.
Brief Scope of Work:	Provide maintenance services for BATA installed equipment (e.g. CMS signs, server room systems, etc.) at the toll plazas for the state-owned bridges.
Project Cost Not to Exceed:	\$4,500,000
Funding Source:	BATA Capital Rehabilitation Program
Fiscal Impact:	Project costs are consistent with funds programmed and budgeted in the Toll Bridge Capital Rehabilitation program
Motion by Committee:	That the Executive Director or his designee is authorized to negotiate and enter into a contract with TBD for facilities maintenance and upkeep, and as-needed urgent repair services for the infrastructure improvements and the Chief Financial Officer is authorized to set aside funds in the amount of up to \$4.5 million in the Toll Bridge Rehabilitation Program, at \$1.5 million a year from FY 2011-12 through FY 2013-14, subject to BATA budget approvals in FY 2012-13 and 2013-14.
BATA Oversight Committee:	
	<hr/> Bill Dodd, Chair
Approved:	Date: July 13, 2011